PHASE I INSTRUCTIONS

Outline

- ➢ **Notice**
- ➢ **Registration**
- ➢ **Enrollment**
- ➢ **Phase I Material**
- ➢ **Certificate**
- ➢ **Troubleshooting**
- ➢ **Blackboard Advisory**

Notice

➢ **Phase I is a prerequisite to attend Phase II at Fort Benning.**

➢ **Students have up until the day before reporting to Phase II to complete Phase I.**

➢ **Students not complete with Phase I will be returned to their unit, at the expense of their unit.**

➢ **If you know that you will not be complete by report date, inform your unit to cancel your reservation to allow other students an opportunity to attend.**

Registration

Unit Actions

Students must contact their Unit Training Officer/NCO and request to be enrolled in the following course:

    RESERVE CAPTAINS CAREER COMMON CORE (RC-CCC) (9-00-C23 (DL)_)

Students will receive two emails from ATRRS (AATAM@atrrs.army.mil)

First Email:

"This email is to notify you that an application has been submitted on your behalf for the course listed above. If you have any questions in this matter please contact:"

Second Email:

"This email is to notify you have received a reservation for the course above. If you have any questions in this matter please contact:"

Enrollment

Student Actions

Once you have received the second email from ATRRS, use your CAC to log into:

https://www.lms.army.mil

Search: RESERVE CAPTAINS CAREER COMMON CORE (RC-CCC) (9-00-C23 (DL)_)

Enroll and launch Course material.

- Progress through the course modules as instructed by the ALMS site.

- On your ALMS Homepage locate the "Active Learning" portlet, the Reserve Captains Career Common Core Common Core course Topics will be available to launch directly from there.

- Once you have closed the course topics, your completion percentage will display on your Completed Learning Transcript screen.

Phase I Common Core consists of the following modules:

Module 0: Course Introduction

Module 1: Leadership

Module 2: Leadership Essentials

Module 3: Across Culture

Module 4: Mission Command

Module 5: Unified Land Operations

Module 6: Essentials of Operations

Module 7: Unit Training Management

Phase I Certificate

Phase I automatically generates a certificate and updates ATRRS upon completion.

To retrieve certificate:

➢ **Click on "Courses and Certifications" (Left Column)**

➢ **Scroll down to course**

➢ **Slide to last column on right "Actions" and click**

➢ **Select "Print Certificate"**

Troubleshooting

At bottom of home screen under "resources" use the "Browser Check" to see compatibility issues.

Contact the help desk for any additional issues:

athd@athdmail.army.mil

1-800-275-2872 - Please listen for the ALMS option

Black Board User Advisory

Per HQ TRADOC Tasking Order IN180513 (dated 20FEB18):

The Reserve Component Captains Career Course (RC-CCC) Distributed Learning (DL) phase is transitioning from the CGSC Black Board system to the Army Learning Management System (ALMS). From this point forward, any student requiring this training should proceed to ALMS and self-register for the "Reserve Captains Career Common Core V2" as per the instructions [on the following slides]. Once registered, students will have 1 year (365 days) to complete the course. As of 12 July 2018, there will be no more enrollments in the Black Board-based course, only in ALMS. Note, the RC-CCC course is not linked to ATRRS. The intent is to link the systems in the future, but in the interim, students can register directly through ALMS.

For those students that are already enrolled in the Black Board version of the course, you have two options:

1) You may continue with the course in Black Board and you will have until 30 September 2019 to complete the course as your prerequisite requirement for the resident phase of RC-CCC.
2) You have the option to dis-enroll from the Black Board course and register for the new course in ALMS. Please note, the curriculum in the ALMS-based course is more recent and provides a more interactive experience for the student.